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MEMORANDUM FOR: Component Personnel Officers

FROM :
Chief, Position Management & Compensation Division

SUBJECT : FLSA Designation Procedures

REFERENCE : Memo to Component Personnel Officers from D/Pers
dtd 12 Oct 76, Same Subject

1. For your guidance, additional procedures have been developed for the designation of personnel as Exempt or Nonexempt from the over-time provisions of the Fair Labor Standards Act (FLSA).

2. The following type personnel will require an FLSA designation to be assigned when entered on duty and to be maintained thereafter.

<u>Type</u>	<u>Affiliation Code</u>
Career Staff Employee	A11
Reserve Staff Employee	A13
Temporary Staff Employee	A14
Career Staff Agent	A21
Reserve Staff Agent	A23
Temporary Staff Agent	A24
Detail in Special (Reimbursable)	A33
Detail in Special (Nonreimbursable)	A34
Summer Only	A51
Civilian Affiliate	A63
Type C (Career Associate)	B11
Type I (Internal)	B12
Type E (External)	B13

3. An FLSA designation will not have to be assigned to other type personnel as listed below when they are entered on duty, nor, maintained thereafter. Procedures have been established to have a monthly report produced to list these personnel, and their "Exempt" designation will be input into the PERSIGN I system by personnel in Control Division/Transaction and Records Branch and Contract Personnel Division.

<u>Type</u>	<u>Affiliation Code</u>
Civilian Detail In (Reimbursable)	A31
Civilian Detail In (Nonreimbursable)	A32
Military Detail (Reimbursable)	A41
Military Detail (Nonreimbursable)	A44
Military Staff Employee	A42
Military Staff Agent	A43
Civilian Associate	A61

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